

- Policy & Procedure
- Take Note
- Milestones

State of California

# DWCNewsline

Division of Workers' Compensation  
Carrie Nevans, Acting Administrative Director

---

1515 Clay Street, 17<sup>th</sup> floor, Oakland, CA 94612 (510) 286-7100

Internet Web Page: <http://www.dir.ca.gov>

---

Bulletin No. 81-08  
December 23, 2008

## **Division of Workers' Compensation accepting applications for EAMS electronic filing trial**

The Division of Workers' Compensation (DWC) is accepting new applications for participation in its electronic filing trial, which allows users to file forms and documents directly into the Electronic Adjudication Management System (EAMS) using e-forms.

E-forms are electronic Web forms that are submitted over the Internet. Using e-forms provides many advantages, including:

1. They're the fastest way to get forms and documents into EAMS
2. Users don't have to deal with separate cover sheets and document separator sheets
3. They allow users to file between 6 a.m. and 6 p.m.

There are currently more than 100 offices—including claims administrators, applicant and defense attorney firms and lien claimants--participating in the e-forms trial.

Because regulations governing e-filing have not yet been adopted, DWC created the e-forms trial in September to enable users to file electronically under a voluntary agreement. To be eligible for the e-forms trial, users must agree to file all their forms and documents electronically. Interested parties should read the [E-form trial agreement](#) and [conditions](#) before applying.

At a glance, e-forms:

- Are Web-based
- Are filled out and submitted electronically on line
- Follow a structured tabbed format
- Require a logon and password to access

To join the trial, send an email to [CRU@dir.ca.gov](mailto:CRU@dir.ca.gov) with "E-forms Trial Request" in the subject line. Please include a signed [e-form trial agreement](#) as an attachment.

New applications will be accepted through Jan. 9, 2009.

Once accepted into the e-forms trial, new participants must complete the online [EAMS External Computer Based Training](#) no later than Jan. 12, 2009. A mandatory training webinar for participants will be conducted on Jan. 16, 2009.

For further information on e-form filing, the EAMS Web site has a resource page called “[Working in EAMS](#).” Scroll down to the “For e-form filers” banner.

For more EAMS information, go to [www.dwc.ca.gov/eams](http://www.dwc.ca.gov/eams).

###